THE COUNCIL FOR TOBACCO RESEARCH–U.S.A., INC.
110 EAST 59TH STREET
NEW YORK, N. Y. 10022

ROBERT C. HOCKETT, PH.D.
RESEARCH DIRECTOR

November 16, 1982

Arthur Penn, Ph.D.
A. J. Lanza Lab
Long Meadows Road
Tuxedo, NY 10987

Dear Dr. Penn:

Thank you for your expression of interest. We are pleased to enclose a recent Annual Report listing grants that have been made, as well as brochures describing the program and policies of The Council and the areas of study supported.

We suggest to potential applicants that they submit a brief (3 or 4 page) outline of the study for which support is sought, containing the following information:

1. A synopsis of the subject he/she has been investigating, its goals and present status.
2. A brief outline of plans and goals for the new project and of the next steps to be taken.
3. Anticipated duration of the study as outlined.
4. Estimated cost.

It would also be helpful to have:

1. Brief curricula vitae of the applicant and his principal professional level collaborators.
2. Scientific bibliographies of the persons named above. (Please number the entries consecutively.
3. One copy each of any publications, abstracts or manuscripts which are closely relevant to the project for which funding is being sought.

These preliminary inquiries are reviewed by members of our Scientific Advisory Board, not only for scientific merit and relevance but also for "fit" into The Council's multidisciplinary program at its current stage of progress. The reviewers then either encourage or discourage formal detailed application for full scale consideration. In case of encouragement, forms, instructions and time schedules are provided.

Grants are made for one year at a time with activation normally on January 1 or July 1. Renewals are considered on the basis of progress reports and renewal applications.

Sincerely yours,

R. C. H.

Robert C. Hockett, Ph.D.

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